

NEVADA DIVISION OF STATE PARKS
POLICY ADMINISTRATIVE MANUAL

Policy No. 66-1
Reference No. NRS 233B.010 thru .110
Administrator SIGNED
Admin. Signature Date 3/12/01
DCNR SIGNED Date 3/13/01
Reviewed On _____

LAWS AND LEGAL
Nevada Administrative Codes (NAC) Revisions

POLICY: The Division will maintain an updated Nevada Administrative Codes (NAC).

PURPOSE: To provide guidelines for the revision of the regulation governing the various State Park units.

PROCEDURES:

- I. The Division shall conduct biennial reviews of its Nevada Administrative Codes. Such reviews shall evaluate the relevance of each Division rule and regulation and determine if any modifications are necessary; the review and evaluations should also determine if any rules or regulations are no longer needed, or if any should be revised or added.
- II. Prior to proposing any regulatory changes or additions, a thorough check of existing Nevada Revised Statutes (NRS's) shall be conducted to determine if the existing regulations or regulatory proposals duplicate any existing statutes. Any regulations, proposed regulations or portions hereof which are adequately addressed in the state statutes shall be deleted.
- III. The Division will submit its recommendations for NAC modifications to the Department of Conservation and Natural Resources for approval prior to submitting them to the Legislative Counsel Bureau for their actions. The Division will follow guidelines as established in the Attorney General's Administrative Rulemaking Manual.

RULES:

1. The Regional managers shall initiate the Biennial Regulations review by April 1 of odd-numbered years (this occurs at the same time as the Fee Schedule review). The regions' recommendations will be due to the *deputy administrator* by June 15. The *deputy administrator* and administrator will review and assign support staff to cross-reference Nevada Revised Statutes completion due by July 15. Each region will hold a public workshop in August and submit their comments to the *deputy administrator*. The regional managers, *deputy administrator* and the administrator as a committee will review findings and cross references and make final determinations on Administrative Code changes by September 1. A draft copy of the revised recommendations will be sent to Legislative Council Bureau (LCB) for their 30-day review for legal content and clarity. Upon receipt of draft copy from LCB, public notices will be sent out statewide prior to 30 days of scheduled public hearing that will be conducted in Carson City, Nevada, October or early November. After receipt of all written comments from public hearing, the revised recommended regulation will be finalized and sent to the Legislative Council Bureau to be incorporated into Nevada Administrative Codes for the Division.

2. Regional managers and/or park supervisors may implement restrictions or prohibitions (rules) regarding the use of a specific park or area in a park at any time, provided that the procedures established in NAC 407.063 are strictly adhered to and that the administrator has approved the restrictions or prohibitions, **in writing**, prior to implementation.
3. Park Supervisors may post notices or distribute public information brochures regarding selected rules, regulations (NAC's) and state statutes that are pertinent to the operation and management of a park.